

**CDC/NIOSH Recommended Outline for Preparation
of TPG Non-Competing Renewal (Continuation) Training
Grant Applications (CDC 2.145 B)**

I. Table of Contents

NOTE: All pages must be numbered in sequence, including Appendices.

II. Face Page

III. Summary of Training Proposal

IV. Budget Request for Next Project Period

A. Detailed Budget for Requested Budget Period

1. Under A.1. Personnel, the Total FTE effort for each faculty/staff person is the total expended for the program. The Requested FTE is the level of effort that is requested for support by the grant.
2. Under B.1. Trainee Costs, specify degree level for all trainees receiving stipend and/or tuition and fee support. For Occupational Medicine residents, also specify PGY level. Please note that at least 50 % of the total budget for each academic program should be allocated to trainee costs.

B. Budget Justification for Program

V. Program Progress and Plans

A. @ @ Follow instructions on p. 7 of CDC 2.145 B for a description of the progress report summary. Please include all elements requested. Limit documentation to the year covered by the progress report. The following points should also be highlighted in the narrative for the Program. Narrative must not exceed 10 pages for the Program.

1. Academic Training (Follow instructions, p. 7, Progress Report Summary)
Note: Include a table displaying core, supporting, and adjunct program faculty as well as their specific areas of competence.
2. Complete Statistical Reports in Appendices B, C & D

VI. Appendices

- A. Biographical Sketches (CDC 2.145 B - Limit to new faculty and updates for only key faculty).
- B. Annual Statistical Report - Part I (Academic Training Data - Form attached)
- C. Program Graduates (Form attached)
- D. Annual Statistical Report - Part II (Continuing Education Output Summaries - Forms A & B attached)